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**Newsletter**  
**Number 01**  
**4 February 2011**



**Website** [www.matarau.school.nz](http://www.matarau.school.nz)

**Phone / Fax** (09) 433 5823 **Email** – admin@matarau.school.nz

Welcome to the 2011 school year. A special welcome to our new families - please bear with us while we learn all the new names.

**Newsletters (Keeping Informed)**

Newsletters are issued to the eldest child in each family every Friday. Please ensure your child hands the newsletter to you when they arrive home. If your child is absent, newsletters will be held until their next day of attendance. Copies of our newsletter are also available on our website.

**Early Thanks**

...to staff who put in extra hours over the holidays to prepare for the new school year.

...Helen Dorahy and Jim Palmer, for working hard over the holidays preparing school for our return.

.. to Jenny Crawford and Sharon Smith for overseeing the issuing of stationery.

...to those parents & grandparents who made our 2010 prize giving so special and to all of those children who were called to the stage.

...to parents who acted early to ensure children were well prepared to start the school year. Nearly all children have their full stationery quota.

**People of the week**

.. Those children who have made particular efforts to make our new students feel welcome.

.. Former students who achieved well at their secondary schools in 2010 - some stunning achievements.

Please keep us informed of the achievements of present and past pupils so that we can celebrate these together.

## **Term Events**

Please pencil the following dates into your calendar. We will advise of further dates as these come to hand.

8 Feb	Feb meeting of the Board of Trustees
10 Feb	Senior school camp meeting (7:30 PM - Room 12)
11 Feb	Interview appointment sheets sent home
14 Feb	Swimming heats start
15 Feb	Middle School syndicate discussion (3:15 PM - Room 8)
16 Feb	Junior Syndicate discussion (3:15 PM - Room 2)
18 Feb	Senior Syndicate discussion (3:15 PM - Room 12)
21 Feb	Test week
23 Feb	Tennis Doubles Tournament
25 Feb	Indicator Reports (for students with us in 2010) and Learner Journey Sheets sent home
28 Feb/1 Mar	Teacher / Student / parent Conferences
3 March	Zone Swimming Sports at Kokopu School (pp 5.3)
7 - 11 March	Senior camp
8 March	March meeting of the Board of Trustees
15 March	Interschool Swimming Sports
17 March	School Swimming Sports
21 March	Visiting author
24 March	Triathlon
30 March	Year 4 to 6 Summer Sports Tournament
31 March	Year 7 vaccinations / Year 8 girls HPV vaccination
6 April	Ripper Rugby Tournament
15 April	Final day of term

## **Term Dates for 2011**

Term 1 - 3.2.11 to 15.4.11	Term 2 - 2.5.11 to 15.7.11
Term 3 - 1.8.11 to 7.10.11	Term 4 - 25.10.11 to (likely) 20.12.11

## **For new parents, staffing for 2011 is as follows...**

Room 12	Mr Delemare	Year 7 & 8	Assistant Principal Responsible for the Senior School (Rooms 10-12)
Room 11	Mrs Donaldson	Year 7 & 8	
Room 10	Mrs Williams	Year 7 & 8	
Room 9	Mrs Witte	Year 5 & 6	Innovation Class
Room 8	Mr Schuster	Year 5 & 6	
Room 7	Mrs Burgin	Year 4 & 5	Senior Teacher Responsible for the Middle School (Rooms 6 - 9)
Room 6	Miss Bevin	Year 3 & 4	
Room 5	Mrs Abbott / Mrs Sloper	Year 2 & 3	
Room 4	Miss Hewitt	Year 2	
Room 3	Mrs Williams	Year 1 & 2	
Room 2	Mrs Bruce/Mrs Robertson	Year 1	(These teachers will also share reading recovery)
	Mrs Bruce	Deputy Principal	Responsible for the Junior School (Rooms 1 - 5)
Room 1			<i>Commencing mid year</i>
Mrs Comrie			ESOL / Special Needs

*Support staff are as follows:*

Mrs Dorahy	Office Administration
Mrs Crawford	Teacher Aide Junior School / PMP
Mrs Neumann	Teacher Aide Junior School / Oral language programme
Mrs Nisha	Teacher Aide Senior School
Mrs Wynyard	Teacher Aide Junior/Middle School / PMP
Mrs Sinclair	Teacher Aide Senior School / Accounts / PMP
Mrs Sullivan	IT Support
Mrs Cates	Library/ Principal PA / ESOL
Mrs Veenis	Teacher aide junior school
Mr Palmer	Grounds / Caretaker

### **What's on In Rooms This Term?**

On 15,16,18 February meetings will be held to better inform you about organisation, routines, expectations, timetables, major units of work, significant events etc. in your child's class this term/year. You are encouraged to attend these meetings and will get a chance to ask any questions of a general nature. Meeting times and locations are as follows:

15 Feb	Middle School syndicate discussion (3:15 PM - Room 8)
16 Feb	Junior Syndicate discussion (3:15 PM - Room 2)
18 Feb	Senior Syndicate discussion (3:15 PM - Room 12)

We hope you can set aside the time to attend these meetings. Please advise the school office next week if you are likely to be in attendance.

### **Reporting on achievement**

Interested parents are invited to meet with Kevin (principal's office) 3:15 PM Thursday 17 February (we will relocate if there are too many of us) to discuss how we will report on achievement this year and how we will meet new National Standards requirements. If you think you might make this meeting please advise the school office. Systems are largely unchanged and so this meeting would be most useful for new parents or those with specific questions about National Standards. Highly available at other times by appointment if this time does not suit.

### **Daily Absences**

Parents are reminded -

1. to advise the office by 9:00am if their child will be absent from school that day.
2. to follow up with a signed note specifying reason for non-attendance (Necessary in the event that our rolls are audited by the Ministry of Ed).

By 9:30am each day an audit is undertaken of all attendance registers. Unaccounted absences are advised to the office, which then has the responsibility for investigating those absences. **This can be a time consuming process and so parents are asked to help by keeping us fully informed.**

Children who arrive at school after 9:00am bell are asked to report to the office on arrival please.

### **School Contributions / Trips and Events Fee**

The Board is grateful for payment of school contributions and is committed to using these in ways which add value to your children's learning - in this regard it is a little unique as a donation, as we want you to get something concrete in return. Your contributions help to lower teacher / pupil ratios, enable us to employ additional teacher aides, expand special needs hours, subsidise buses & visiting drama groups & so forth. Contributions may be paid in one instalment at year's commencement (\$90 per child) or \$25 per term. The trips and events fee is a more efficient and convenient alternative to the usual collection of smaller amounts throughout the year. While this can also be paid quarterly, we do prefer full payment at the beginning of the year if this is possible.

If feeling financially stretched at the moment parents are welcome to contact me to discuss alternative payment arrangements. You will find us accommodating and discreet.

### **Stationery**

If your child does not have their stationery please organise this as soon as possible. You are welcome to source your stationery off site but take care to note the quality of items you purchase, also the price difference is sometimes minimal. Stationery can be purchased throughout the year from the school office.

### **Sunhats**

A reminder that school broad brimmed sunhats are compulsory in terms 1 and 4. Please ensure these are packed at the beginning of each school day. Clothing which covers the shoulders is also advisable with sun block at your discretion.

### **Triadic Conferences (parent / teacher / student interviews)**

The above are scheduled for 28 February and 1 March - an interview booking sheet will be sent out with next week's newsletter. Parents are encouraged to attend these interviews with their child or to make an alternative appointment if these days do not suit. While syndicate discussions are an opportunity to talk

about matters of a general nature, conferences are an opportunity to talk about your child specifically, to see how they have settled, to note any concerns, and to set some targets. This is a chance for you and your child (optional for year 1 children) to be heard and to hear some first impressions of how their year is unfolding.

### **Special Needs Programme**

If your child has been selected for placement in one of Mrs Comrie's special needs programmes please return consent forms as soon as possible. This is a valuable opportunity for a more personalized and intensive learning programme, in an area of need, and parental support with assigned homework tasks is anticipated.

### **Punctuality**

In order to aid in the smooth operation of classes (and in order to teach an important life skill) we request that children are at school at least 10-15 minutes before the morning bell to give them time to settle, connect with their teacher, and prepare for the day ahead. If running unavoidably late please give the school office a call. Many thanks.

### **Pool Keys**

The pool will be available for public use. Hire keys are available from the school office at \$25 per family for the 2011 swimming season. Those who held their key last year in anticipation of using again this year will have received an invoice this week. Please send the money in asap. Many thanks.

### **Bus Times**

Buses times and routes are as at the end of last year. Please assist us by monitoring the behaviour/safety of children waiting at bus pick up points and advising us early of any areas of concern.

Parents are also reminded that motor vehicles are required to reduce their speed to 20km per hour when passing a stationary bus.

(Children who catch the bus at the hall travel on the second (Worsnop Rd) bus in the morning, travel home on the 3:05pm bus at the end of the day.)

Children travelling by bus from Kamo will be picked up at GJ Gardner Homes at 7:45 in the morning, and dropped at the Cleaning Oasis at the end of the day by 4:30 PM. Plenty of room on this bus and so well and truly open to new users. Fee of \$2 per trip to be given to the bus driver.

**PLEASE NOTE THAT BUS DROP OFF TIMES ARE HIGHLY DEPENDENT ON LOADINGS- PARTICULARLY WHEN THERE IS A MAJOR EVENT AT SCHOOL. ON SPORTS DAYS / CAMP WEEKS ETC. PARENTS SHOULD EXPECT TIMES TO VARY QUITE WIDELY.**

**Early Buses** - early notice that buses will run 30 minutes early on 28 Feb and 1 March because of parent interviews. Parents who transport their children by car are asked to pick them up at 2.30 PM please on these days.

### **Pick up of Children**

1. Where possible parents are asked to pick their children up from the bottom bus bay or upper carpark (in the former case children are asked to wait by room 12, heading down when they sight your car). This is a dangerous stretch of road and we request that all parents assist us to minimise risks.
2. If you have made arrangements for somebody else to pick your child up from school, the office must be advised beforehand. Any visitors to the school should report to the office first.
3. Parents of non-bus children are asked to pick their children up by 3:15PM (or later by arrangement with the School Office). Non-bus children remaining at school after 3:25 should be placed in the After School Care Programme.

### **End of Day Buses**

If your child will not be on their customary bus at the end of the day please -

- ♦ Either 1. Advise the office before 2:45pm (in which case a note is put on the bus clip)
- ♦ Or 2. Write your child's name in the appropriate column on the blackboard in the corridor between room 10 and 11.

This saves time searching for children.

If you wish your child to travel on an alternative bus (i.e. not their regular bus) the prior consent of the office must be obtained. Consent will depend on bus loadings.

### **After School Care**

All users of this programme are asked to register please. This can be done on line by visiting [www.skids.co.nz](http://www.skids.co.nz) or alternatively by checking in with the programme manager here at school before the start of ASC. The standard of this programme has been significantly upgraded and large subsidies are available to most users. We hope parents will make full use of this programme to help ensure it is sustainable. Brochures are available from the school office.

### **Term Headlice Inspection**

We are keen to have a school wide headlice inspection as soon as possible to avoid the stress which accompanies any outbreak. We are desperate for offers of help and so .. if you are able to help with inspections please phone Donna Cates here at school. - Without offers of help we will not be able to continue this service.

### **Request from our Librarian**

Please check bookshelves, behind dressers, under beds etc. and return any books to school as soon as possible.

### **Swimming Trials**

If able to assist with the timing of swimmers on either 14 or 15 February (senior and middle schools respectively) please give Kevin a call. These trials help ensure correct selection of swimmers for zone & interschool events & assist us to place children in heats for our school swimming sports. We would love your help with this.

*Parents of year 3 children who would like their children to participate in the competitive races at our school swimming sports (as opposed to the usual junior water confidence activities) are asked to advise their child's teacher early next week - we will then include these children in the time trials.*

### **Parent Helpers**

We well know the difference that can be made through the involvement of parent helpers. If you can commit some regular time to a classroom (or some other area of the school) please return the attached parent helpers form by 10 February (or later by arrangement). Please give me a call if you wish to further discuss your potential involvement.

### **Junior School Request**

Rooms 2, 3 & 4 have new curtains. They need hemming and a few need the hook tape sewn on as well. Is there any parent who would like to do this for us as part of their contribution to the school? If you can help please see Mrs Bruce.

### **Medical Forms/Address/Contact Details**

On enrolment parents provide important details on contacts / custody issues / medical conditions / medications etc. Two years ago we did a major update of this information but need parents to advise the office asap of any changes occurring in the last 12 months. Please continue throughout the year to keep us informed so that we can properly discharge our duty of care to your child(ren).

Some medications should be held at, and administered from, the school office. Please contact us if unsure.

**Where we currently hold medication for your child please call by the office within the next 2 weeks to check expiry dates and arrange replacement where necessary.**

### **Swimming**

Children are required to have their swimming gear at school each day. Thank you.

### **Creating optimal conditions for learning (just a reminder)**

An increasing body of educational research is suggesting that some of the biggest improvements in learning can result from simple things like ..

.. **drinking plenty of water.**

Parents are asked to ensure children bring a water bottle to school each day. A reminder that water is preferable to sugar based drinks. We will encourage them to have their water bottle on their desks at all times during the day (a good idea when you consider the brain is 90% water).

... a **good nights sleep**. A target bedtime of 8:00 PM is suggested for all children.

.. a **suitable breakfast** and **healthy lunch**. With food as close as possible to its natural form.

.. don't forget to **show an interest** in what your child is doing at school. Share mealtimes with them if possible and don't let them overdo the homework - we all need time to play.

**Scholastic Book Orders** .. watch this space!

### **Guitar Lessons**

There are a number of vacancies in this popular after school programme (Wednesday & Thursday in the Old School Room - by the upper car park). Cost \$20 per lesson. Vangie has a spare guitar for kids trying out. If interested please phone Vangie on 434 7573 or 021 1883251, or email [killalea@ihug.co.nz](mailto:killalea@ihug.co.nz)

### **Friday Lunches**

.. start within the next couple of weeks. Parents will receive and order form for completion and return to school. Weekly orders must be in no later than Tuesday of the week in question. If you are able to help pickup pies, heat or distribute please contact Michelle Martin on 433 5061. Thank you.

### **Communications**

Over the course of the year you may have questions or perhaps even concerns. It is impossible for us to please everyone all of the time, but we have a strong desire to be fair and will accommodate you where we can. In the first instance matters should be addressed to your child's teacher, but I am always available down the track or for issues of a general nature. We find that trust, communication and a positive attitude ensures problems seldom develop. We know we will make mistakes from time to time and so please be patient and understanding when this happens.

In the past I have also advised parents to come in early before small problems become big ones. At the risk of contradicting myself, I have come to see that there is also a time to wait to see how things pan out - time solves many problems. Sometimes a problem of monumental proportions in the mind of a child one week has disappeared from the radar screen the following week. Equally, parental concerns can sometimes disappear (or change) with a second or third or fourth piece of relevant information.

### **Questions**

We hope the newsletter keeps you informed of major issues throughout the year. Nevertheless you will have questions from time to time. Please feel free to phone the office at any time or to approach staff. We are more than happy to answer any questions and so ask...ask...ask. Remember the newsletter can be accessed same day on our school website.

### **Finally**

Thanks for entrusting us with your children's education for another year. Plenty to get excited about this year... including new classrooms, very low class numbers, a special focus on creative writing, reading fiction, and spelling, training children to self-assess and forward plan and much more. .. not to mention the National Standards and a few changes to the way we report information. Will keep you posted on these initiatives and more. Welcome on board. Great to be back.

Regards  
Kevin Trehwella  
PRINCIPAL

Our Sponsors support your  
children, please support them

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**A Message from our SKIDS Team**

*Our SKIDS 'Safe Kids in Daily Supervision' would be very pleased to answer any questions you may have in regards to the SKIDS after school program, which is up and running each day. We can now offer fun filled after school supervision until 6pm and remember you could qualify for a subsidy too!*

*Also, please let it be known to them if you would appreciate an Easter Holiday Program being available for your child. If there are enough numbers this could be something to look forward to. To contact Erena or Hannah text or call 0278461724 or pop into the school hall at the end of the school day. Alternatively you will find information and enrolment forms online at [www.skids.co.nz](http://www.skids.co.nz)*